

FINANCE & ADMINISTRATION COMMITTEE MEETING

Monday, October 1, 2012

5:30 p.m.

Hampden Town Office

1. Minutes of 9/17/2012 meeting
2. Review & Sign Warrants
3. Old Business
 - a. Town Charter (Review of Council Section), & Council Rules
 - b. Committee Structure and Attendance
 - c. Community Survey
4. New Business
5. Public Comment
6. Committee Member comments

FINANCE & ADMINISTRATION COMMITTEE MINUTES

Monday, September 17, 2012

Attending:

| | |
|------------------------------------|-----------------------------------|
| Mayor Janet Hughes | Susan Lessard, Town Manager |
| Councilor Jean Lawlis | Jenny Schnedler, Liberty Mutual |
| Councilor Jeremy Williams | Rick Martinkovick, Liberty Mutual |
| Councilor Tom Brann | Interested residents |
| Councilor Kristen Hornbrook (6:15) | |

The meeting was opened at 5:45 p.m. by Mayor Hughes.

1. Minutes – 9/4/2012 – Motion by Councilor Lawlis, seconded by Mayor Hughes to approve the minutes as presented. Unanimous vote. (only Mayor Hughes, Councilor Williams and Councilor Lawlis were present at this point in the meeting.
2. Review & Signature of Warrants – The Committee members reviewed and signed the payment warrants.
3. Old Business
4. New Business
 - a. Liberty Mutual – Request to provide employee-paid benefit – Jenny Schnedler and Rick Martinkovick presented a proposal for an employee paid benefit that would allow employees to obtain life, auto, and home insurance from Liberty Mutual as a member of a Town of Hampden group that would include a 10% discount. It would be entirely employee funded and would be paid through weekly payroll deductions.

Resident Terry McAvoy questioned why the Town would allow a payroll deduction of this nature since any number of businesses could also approach the Town about doing business with it employees in this manner.

It was the consensus of the Council to allow Liberty Mutual to offer this program to employees, with full time employees' payments being made through payroll deduction.
 - b. Town Charter Discussion – Districts/At-Large – Members present discussed the pros and cons of retaining the current arrangement of district/at large council representation. Councilor Williams provided some history in regard to the arrangement which was related to the manner in which education was

provided in the community and also to issues such as sewer expansions that have different impacts on residents of different areas. There was discussion about changing the election schedule of Councilors so that the current 3, 4 0 manner of electing Councilors over 3 years changed to 3 (at large), 2 (District), 2 (District) over the three year terms. It was recommended that the question of whether or not the current system of District/At Large councilors should be changed should be a question on the upcoming Resident Survey.

- c. Town Residents Survey – Review of Committee Topics – Committee members reviewed copies of meeting minutes that identified questions/topics raised in Council subcommittee meetings as potential questions/topics for the Resident Survey. The Town Manager was instructed to provide Councilors with a list of the questions/topics from all committees and have them prioritize the list and return it before the next Finance & Administration Committee meeting.

5. Public Comment - None

6. Committee Member Comments – None

The meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Susan Lessard
Town Manager

| Priority Ranking | Topic | Purpose |
|------------------|--|--|
| | Paving Questions related to cost/frequency | To determine public sentiment regarding cost/adequacy of paving program |
| | Transfer Station Use | To determine public sentiment regarding continued funding/operation of transfer station, including or excluding construction/demolition debris, etc. |
| | Bus Service | To determine public sentiment regarding expansion of the bus service |
| | Sidewalks/trails/open space | To determine public sentiment regarding providing connectivity between neighborhoods through the use of sidewalks, trails, and open space |
| | Recreational services | To determine what recreation programs are most desired by the residents and how they would prefer to fund those programs |
| | Before/After School Program | To determine the support for an expansion of the Kids Korner Before/After school program |
| | Skehan Center Use | To determine public sentiment for retaining the Skehan Center as a Community Recreation facility |
| | Lura Hoit Pool | To determine public sentiment regarding long term funding and operation of the pool |
| | Communication type | To determine what residents feel is the most effective form of communication from the Town |
| | Providing Information | To determine what type of information residents want to see and hear from the Town |
| | Communication Effectiveness | To determine how well/poorly the Town communicates with its residents and how people feel it can be improved |
| | District/At Large | To determine whether residents wish to continue with District and At-Large Council positions or change all to At Large |
| | Town Services | To determine what services the public wants and what they are willing to pay to retain them |
| | Economic Development | To determine what type of economic development - business attraction - the residents would like to see come to Hampden. |